

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

14

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 06/14/2019		2. CONTRACT NO. (If any) 68HERH19D0022		6. SHIP TO:	
3. ORDER NO. 68HERH19F0225		4. REQUISITION/REFERENCE NO. PR-OCSPP-19-00323		a. NAME OF CONSIGNEE OCSPP DC	
5. ISSUING OFFICE (Address correspondence to) HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS USEPA OCSPP (Division), MC: RM: WJC East Building 1201 Constitution Ave, NW	
				c. CITY Washington	e. ZIP CODE 20004
7. TO: David Sprague				f. SHIP VIA	
a. NAME OF CONTRACTOR SRC, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 7502 ROUND POND ROAD				REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY NORTH SYRACUSE		e. STATE NY	f. ZIP CODE 132122558	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT	
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Multiple	
a. INSPECTION Destination	b. ACCEPTANCE Destination			16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 063053771 TSCA regulatory and voluntarily submitted test information collection and extraction (formerly Task Order 12) TOCOR: Tracy Klosterman Max Expire Date: 06/14/2024 Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME RTP Finance Center		\$95,000.00				17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts		\$830,455.01				
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			

22. UNITED STATES OF AMERICA BY (Signature)		06/14/2019		23. NAME (Typed) Genine McElroy TITLE: CONTRACTING/ORDERING OFFICER	
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ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
2

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DATE OF ORDER 06/14/2019	CONTRACT NO. 68HERH19D0022	ORDER NO. 68HERH19F0225
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Admin Office: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Accounting Info: 19-20-B-69C-000CD6-2505-TCXIVDL-1969EAD006-0 01 BFY: 19 EFY: 20 Fund: B Budget Org: 69C Program (PRC): 000CD6 Budget (BOC): 2505 Job #: QT456ZZZ Cost: TCXIVDL DCN - Line ID: 1969EAD006-001 Period of Performance: 06/14/2019 to 06/13/2020					
0001	Base Year: Task Order Type: T&M Hours 1,800 NTE: \$159,884.96 Period of Performance: 06/14/2019 - 06/13/2020 Delivery: 06/14/2019				95,000.00	
0002	Option Year 1: Task Order Type: T&M Hours 1,800 NTE: \$163,064.70 Period of Performance: 06/14/2020 - 06/13/2021 (Option Line Item) 04/14/2020				Option	
0003	Option Year 2: Task Order Type: T&M Hours 1,800 NTE: \$166,311.73 Period of Performance: 06/14/2021 - 06/13/2022 (Option Line Item) 04/14/2021				Option	
0004	Option Year 3: Task Order Type: T&M Hours 1,800 NTE: \$169,621.29 Period of Performance: 06/14/2022 - Continued ...				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$95,000.00

ORDER FOR SUPPLIES OR SERVICES

SCHEDULE - CONTINUATION

PAGE NO
3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 06/14/2019	CONTRACT NO. 68HERH19D0022	ORDER NO. 68HERH19F0225
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0005	<p>06/13/2023 (Option Line Item) 04/14/2022</p> <p>Option Year 4: Task Order Type: T&M Hours 1,800 NTE: \$171,572.33 Period of Performance: 06/14/2023 - 06/13/2024 (Option Line Item) 04/14/2023</p> <p>The obligated amount of award: \$95,000.00. The total for this award is shown in box 17(i).</p>				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00



ENVIRONMENTAL PROTECTION AGENCY

Existing Chemical Support for Human Health and Ecological Assessments

CONTRACTOR: 68HERH19D0022

TASK ORDER NUMBER: 68HERH19F0230

PROJECT TITLE: Existing Chemical Support for Human Health and Ecological Assessments

<u>Task Order Contracting Officer's Representative</u> Nikki Bass USEPA/OCSP/OPPT/RAD 1200 Pennsylvania Avenue, NW Mail Code 7403M Washington, DC 20460 Phone: (202) 564-6777 Bass.Nikki@epa.gov	<u>Alternate Task Order Contracting Officer's Representative</u> Iris Camacho USEPA/OCSP/OPPT/RAD 1200 Pennsylvania Avenue, NW Mail Code 7403M Washington, DC 20460 Phone: (202) 566-1229 Camacho.Iris@epa.gov
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A. Performance Work Statement (PWS)

A1. Background and Objective

Background

The Office of Pollution Prevention and Toxics (OPPT) of the Environmental Protection Agency (EPA) is responsible for work under a number of statutes including, principally, the Toxic Substances Control Act (TSCA), the Chemical Safety in the 21st Century Act, and Pollution Prevention Act of 1990 (PPA). The mission of the office is to assure that industrial chemicals are designed, manufactured, processed and used in ways that maximize their benefits to society and minimize their impacts on human health and the environment; encourage the replacement of older, more hazardous chemicals and technologies with new, safer alternatives; and work to harness the use of pollution prevention technologies, whenever feasible.

OPPT's Risk Assessment Division (RAD) is responsible for health and environmental hazard and risk evaluations of chemicals regulated under the Frank R. Lautenberg Chemical Safety for the 21st Century Act. The Frank L. Lautenberg Chemicals Safety for the 21st Century Act amends TSCA. Among other things, the amended TSCA requires EPA to conduct risk evaluations to determine whether a chemical substance may present an unreasonable risk of injury to health or the environment, without consideration of costs or other non-risk factors, including risks to potentially exposed or susceptible subpopulations. Furthermore, the amended TSCA legislation requires that EPA adhere to specific provisions regarding Scientific Standards,

Weight of Evidence and Availability of Information as articulated in Sections 26 (h), (i) and (j), respectively (<https://www.epa.gov/assessing-and-managing-chemicals-under-tsca/frank-r-lautenberg-chemical-safety-21st-century-act>).

This PWS is supporting implementation of the Frank R. Lautenberg Chemical Safety for the 21st Century Act, particularly human health and ecological assessments related to the Existing Chemicals Program. OPPT's existing chemical projects may originate in various programs, including but not limited to those associated with chemical prioritizations and risk evaluations under the amended Section 6 of TSCA, SIDS (Screening Information Data Set), TSCA Section 21 petitions, OPPT test rules, technical products supporting other sections of TSCA (e.g., 8, 9) and other activities such as screening level risk assessments, nanotechnology, and ChemView. A complete listing can be found at <https://www.epa.gov/chemicals-under-tsca>. The Contractor shall be familiar with the amended law to ensure that technical products abide to the scientific standards that EPA must meet when preparing technical products supporting OPPT's risk evaluations.

Under the amended TSCA, EPA is required to systematically prioritize and assess existing chemical substances and manage identified risks. Within six months from the date of the announcement that a chemical substance is subject to risk evaluation, EPA will issue a scoping document that will include information about the chemical substance, the hazards, exposures, conditions of use, and the potentially exposed or susceptible subpopulations the Agency expects to consider in the risk evaluation. TSCA generally requires that these chemical risk evaluations be completed within three years of initiation, allowing for a single 6-month extension.

The Contractor is expected to support the development of scoping documents, draft and final risk evaluations. Use dossiers will be developed to support the scoping and risk evaluation document and include use information from literature sources and information obtained from outreach meetings with stakeholders. These will be compiled by another contractor with input from economists in the OPPT's Chemistry, Economics, and Sustainable Strategies Division and regulatory specialists in the Chemical Control Division and National Program Chemical Divisions. The contractor of this TO may be asked to supplement the use dossiers, if need be.

Below is a short description of the contents of the scoping documents, draft and final risk evaluations.

1. **Problem Formulation/Scoping:** During this stage, EPA determines the exposure pathways, receptors and health endpoints that will be the focus of the risk evaluation for a particular substance or cluster under specific TSCA uses. Conceptual models, key assessment questions and the analysis plan document the conclusions of the problem formulation. Conceptual models are developed to capture the exposure pathways, receptor populations and effects that will be included in the human health

and ecological risk evaluation. The key assessment questions are developed to drive the scope and analysis plan of the human health and ecological risk evaluation. Note, that not all data sources need to be reviewed in detail for purposes of the scoping documents. Scoping documents are required within 6 months of announcement of high-priority chemicals.

2. Draft Risk Evaluation and public comment: This step involves developing a risk evaluation document containing the technical contributions of multiple disciplines.
3. Final Risk Evaluation: EPA will update its draft risk evaluation if additional information would become available through public comment, literature review, required testing, or other sources.

OPPT uses “fit-for-purpose” systematic reviews where the scope and purpose of the scientific analysis for collecting, evaluating and integrating the data supporting our decisions are defined during problem formulation. The fit-for-purpose systematic reviews generally follow an iterative process when new data become available. Iterations may also happen at any given step of the systematic review process. Below is a brief description of the steps in the systematic review process being used in our scoping documents, draft assessments and final assessments. The overview below and Task 4 will provide information on what steps the contractors will and will not be involved with.

1. Data Collection: EPA intends to collect most of the data/information upfront to support the scoping/problem formulations and chemical risk evaluations. Data will be collected under a defined set of literature search criteria and data sources for the different disciplines supporting the risk evaluation (chemistry, fate, engineering, exposure, human health hazard toxicology, ecotoxicology). The HERO database will be used as an overall repository for all identified data sources. HERO access will be provided to the Contractor of this task order (TO), if need be. However, another contractor will take the lead for conducting the majority of the data collection activities for activities related to the scoping and risk evaluations.
2. Data Evaluation: In the Data Evaluation phase, the collected data/information are critically appraised to determine their quality and utility. It can be subdivided in further steps.
 - a. Screening of titles and abstracts to identify data/information that are potentially suitable and useful in the scoping document and risk evaluation. Search strategies and review criteria (inclusion/exclusion) will need to be documented, including using of tagging tools within HERO. Another contractor is expected to conduct the majority of the initial screening of the literature.
 - b. Screening of full text articles for references that pass any inclusion criteria developed when screening the titles and abstracts. This screening is similar to the title/abstract screening but will be done on the full articles. The Contractor may be

- asked to help with this step.
- c. Extraction, tabulation and development of study summaries which will assist in the evaluation of the reliability and relevance of studies. The Contractor may be asked to help with this step.
 - d. Evaluation of the reliability and relevance of studies to determine whether the information is of appropriate quality to be used in the risk evaluation. Chemical-specific, use-specific (from use dossiers), and discipline-specific data sources (from Data Collection step) will be analyzed at a high-level for purposes of developing conceptual model and analysis plan in the scoping documents. This may include full-text review for a subset of the identified data sources. The Contractor may be asked to help with this step during scoping and/or risk evaluation.
- 3. Data Integration: This is the step where all of the relevant data are combined and analyzed. OPPT uses a weight of evidence (WOE) approach when evaluating and synthesizing multiple evidence streams to support chemical risk evaluations. The Contractor may be asked to help with this step.
 - 4. Summary of Findings and Identification of Data Gaps: OPPT will take risk management actions when unreasonable risks are identified throughout the risk evaluation process. Thus, it is critical that the findings of the systematic review are summarized in plain language, and any uncertainties and areas for further research are identified. The Contractor may be asked to help with this step.

Objective

The objective of this TO is to provide technical and processing support for all activities supporting human health and ecological assessments related to the Existing Chemicals Program, such as screening level risk assessments, nanotechnology, ChemView and various TSCA activities (e.g., sections 4, 6, 8, 9, 21). The Contractor will develop various technical products to support these activities such as, but not limited to, reports supporting chemical prioritization efforts, scoping/problem formulation documents, hazard and risk assessments, responses to comments, evaluation of chemical test plans and test data, systematic review of studies, briefing presentations, and white papers.

The contractor shall supply the necessary resources required for the performance of this TO. The scientific quality of reviews, assessments, reports, model tools, statistical programs and software, and their timely preparation in accordance with negotiated schedules, are of paramount importance in the performance of this TO.

The contractor shall provide EPA with personnel having the necessary technical and scientific expertise, knowledge and experience to successfully perform all the tasks identified below. In addition, the contractor shall have a quality assurance/quality control program that maintains the quality of products, as well as an ongoing training program. This is intended to ensure that the

contract staff produces quality products, and feedback from OPPT on needed improvements is communicated to the contractor's staff. The contractor shall maintain and make available upon request complete documentation of QA/QC practices and procedures.

A2. Scope of Work

The purpose of this procurement is to provide support for existing chemical human health and ecological assessments for OPPT.

The contractor shall have the necessary technical and scientific expertise, knowledge and experience to successfully perform all the tasks identified below. In addition, the contractor shall have a quality assurance/quality control program that maintains the quality of products, as well as an ongoing training program. This is intended to ensure that the contract staff produces quality products, and feedback from OPPT on needed improvements is communicated to the contractor's staff. The contractor shall maintain and make available upon request complete documentation of QA/QC practices and procedures.

Performance of work under this contract shall be initiated by competitive task orders issued by the Contracting Officer and will encompass tasks in following areas discussed below.

B. TASKS

The Contractor shall perform the following tasks, as directed by the EPA Work Assignment Contracting Officer's Representative (TOCOR). The EPA TOCOR will issue written technical direction for work performed under each task.

TASK 1: Project Management

The Contractor shall provide a Project Manager. The Contractor Project Manager shall report on all aspects of the objectives and progress of this contract to the designated EPA Contracting Officer (CO), the Project Officer (PO) and the EPA TOCOR via email, phone and through monthly reports. The Contractor Project Manager also plans, conducts and supervises projects, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. The Contractor Project Manager provides advice and counsel to other professionals. The Contractor Project Manager shall notify the EPA TOCOR or alternate TOCOR via email of any significant difficulties in accomplishing the tasks listed in the PWS.

In cases where performance objectives are not being met, the Contractor Project Manager will make every effort to immediately correct the problems to ensure customer satisfaction. If the problem persists, the Project Manager will submit a plan of corrective action to the EPA PO and the EPA TOCOR. The Contractor Project Manager shall ensure that the approved Quality Assurance (QA)/Quality Control (QC) process is followed to ensure the quality of its products.

The contractor shall schedule a kick-off call with the EPA to review overall goals of the project and details regarding implementation of the TO. Roles and responsibilities for completing the tasks below will be discussed. The kick-off call shall be scheduled within 3 working days of award at a mutually agreed upon time.

TASK 2: Reporting Requirements

The contractor shall write and submit monthly progress reports to the EPA PO and EPA TOCOR. Progress reports shall describe completed work during the invoice period and should link to charges described in invoice documentation.

Routine progress reports shall include a written monthly technical progress report that includes the following in the case of each project that the contractor is involved in during the month: (a) an overview of work accomplished since project inception to-date; (b) a description of work accomplished during the month; (c) a summary of QA/QC activities since project inception including a summary of corrective action taken; (d) a brief summary of anticipated work during the following month; (e) a summary and details of the costs incurred for each task during the month and cumulatively, and per chemical; and (f) total remaining budget. This report shall be issued to the EPA PO and EPA TOCOR. Routine progress reports shall be delivered electronically; paper copies are not needed.

The Contractor shall notify the EPA CO, the EPA PO and the EPA TOCOR when 75, 90, and 100% of approved budget has been expended. No work on the conduct of environmental data operations can begin until EPA approval of the QAPP is obtained. Work not related to environmental data operations such as scoping how environmental data may be searched for or summarized once available including refinement of keywords, criteria, or report templates may begin prior to QAPP approval.

Failure to submit monthly progress reports with the information required will result in the

suspension of the invoice until such supporting documentation is provided. Any deviations from the project, such as work schedules, impediments encountered, and budget, require approval from the EPA TOCOR. The EPA TOCOR may also initiate verbal communications with the contractor on an as needed basis to determine project status.

Monthly Progress Reports shall be submitted to the EPA PO and EPA TOCOR within three (3) calendar days of invoice submission to EPA. Minimal level of effort is required for this deliverable.

TASK 3: QAPP Requirements

Upon award of the task order, the contractor shall maintain at least biweekly communication with the TOCOR regarding the status of the task order but may occur more frequently depending on the task.

Quality Assurance: The Quality Management Plan and the QAPP. The contractor shall adhere to its Quality Management Plan that is tailored for this contract.

This TO involves the use of environmental data. Accordingly, EPA policy requires that an approved Quality Assurance Project Plan (QAPP) be in place before any work begins that involves the collection, generation, evaluation, analysis or use of environmental data. The QAPP must be consistent with EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5 (<https://www.epa.gov/sites/production/files/2015-06/documents/g5-final.pdf>).

* The contractor shall prepare and submit for EPA review a draft Quality Assurance Project Plan (QAPP).

* EPA will review the contractor's draft QAPP and provide the Contractor with written approval or written comments.

* If needed, the Contractor shall submit a revised QAPP within 5 business days of receipt of the written comments on the draft QAPP, unless otherwise instructed by the EPA TOCOR.

* Under no circumstances shall work that involves the generation, collection, evaluation, analysis, or use of environmental data be performed by the contractor until the contractor receives written notification from the EPA TOCOR that EPA has approved the contractor's QAPP.

All QA documentation, including the QAPP, prepared under this TO, shall be considered non-proprietary, and shall be made available to the public upon request.

Additional QA Documentation Required

In addition to the requirements described above, all major deliverables (e.g., Technical Support Documents, Study Reports, Study Plans, etc.) produced by the Contractor under this TO must

include a discussion of the QA/QC activities that were or will be performed to support the deliverable. The contractor shall immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this TO, with recommendations for corrective action.

The contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of TO. These monthly QA reports shall identify QA activities performed to support implementation of this TO, problems encountered, deviations from the QAPP, and corrective actions taken. The contractor may include this as a part of the contract-required monthly financial/technical progress report. The contractor shall notify the EPA TOCOR at any time during the TO if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches).

If, during the Period of Performance of this TO, the EPA TOCOR determines revisions to the QAPP are necessary, the contractor shall submit a revised QAPP, including the revision summary, within 5 business days after receiving written technical direction to do so. EPA will review the draft revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a revised QAPP, then a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.

* Under no circumstances shall work involving environmental data be performed by the contractor until the contractor receives written notification from the EPA TOCOR that EPA has approved the contractor's QAPP.

Since this TO involves the collection, evaluation, and use of environmental data by and for the Agency, the contractor shall implement a quality system that meets ANSI standard E4-2014 and prepare a quality assurance project plan (QAPP) following EPA guidelines.

Task 4: Identification and Evaluation of Data Sources used for Scoping Documents, Risk Evaluations and other Technical Products

Note that another contractor will be conducting the majority of literature searches for human health and ecological literature supporting the scoping and risk evaluation documents. Fit-for-purpose supplemental literature searching may be initiated through technical direction to provide answers to specific questions. In that case, the contractor shall document the approach taken to search for the data/information. For other technical products, the directions below about how to search the literature, screen and evaluate data generally apply.

Subtask 4.1. Data Collection and Screening for Suitability/Utility

In general, EPA anticipates that this TO will support targeted fit-for-purpose data gathering activities intended to provide answers to specific questions. In particular, the Contractor will be expected to search for submission of data to EPA under various sections of TSCA (e.g., 8(d), 8(e) as amended by the Chemical Safety in the 21st Century Act). Before starting the literature search, the Contractor shall develop a literature search and screening protocol, in collaboration

with the EPA TOCOR and EPA technical contacts, to describe the process(es) used to identify, screen and categorize references. Depending on the specific question(s) that the literature search is conducted for, the literature search strategy may need to include search terms geared to gather information on susceptible populations per TSCA requirements. When performing the literature searches, the contractor shall communicate with the EPA TOCOR and technical contacts regularly to ensure that searches are refined and focused.

The contractor shall document the literature search strategy and findings in a document that will be provided to EPA as a deliverable. This document should include, as a minimum, the following:

- keywords used and databases searched
- number of references screened and selected, including criteria-based rationale for including and excluding records. Note that review of title and abstract may be sufficient to screen some data sources, while full-text review may be needed for other data sources.
- Flow diagram that graphically illustrates the number of titles, abstracts, and full articles reviewed during the literature search process.

The Contractor shall perform an initial screen of the literature to identify data/information that are potentially suitable and useful. Title and abstract may be sufficient to screen some data sources for suitability/utility, while full-text review may be needed for other data sources. The Contractor shall develop an approach for screening studies, including inclusion/exclusion criteria, and submit to the EPA TOCOR for approval.

When performing the screening, the Contractor shall communicate with the EPA TOCOR and technical contacts regularly to ensure that the screening process fits our needs and that the EPA TOCOR and the Contractor solve any issues in a timely manner.

Contractor shall prepare a reference library in EndNote and a report documenting the literature search strategy and screening approach and submit to EPA as deliverable. Contractor shall perform a QA/QC of all data delivered to EPA. The schedule will be clarified by technical direction.

Subtask 4.2. Data Evaluation and Synthesis

The Contractor shall screen human health and ecological studies for reliability to determine whether the information is of appropriate quality to be used in the scoping/problem formulation documents, risk evaluations or other technical products. The Contractor shall also document study evaluations using study tables containing data elements agreed by EPA. The Contractor shall perform a quality assurance check for the data tables prior to delivering them to EPA. Quality assurance checks shall include, but not be limited to, comparing table entries and/or data elements in tables to information from the original publication and checking conversions as appropriate (e.g., ppm to mg/m³). The quality assurance check should be performed by a scientist that was not involved in the initial development of the table being reviewed.

The Contractor shall develop an approach to screen the studies for reliability, including evaluation criteria, and submit to the EPA TOCOR for approval. Study quality evaluations should be independent of considerations regarding the direction or magnitude of study results.

For scoping documents, the Contractor shall conduct a first-tier data evaluation that will allow EPA to develop the conceptual model and analysis plan. The EPA TOCOR will issue chemical-specific technical direction to specify the level of data review and summarization for scoping documents.

The Contractor shall provide the results of the data quality screening to EPA for review. EPA will determine which studies will be acceptable for use and communicate decision to Contractor before moving to next step.

The EPA TOCOR will issue TD clarifying the specific deliverable(s) under this subtask and their delivery schedule.

Task 5. Activities Supporting the Integration of Information

The Contractor shall provide support for the following activities related to data integration:

- 1) Evidence tables: The Contractor shall prepare evidence tables that summarize results from studies (e.g., toxicological studies) consistent with guidance from EPA TOCOR and technical contacts. The Contractor shall also conduct quality assurance (QA) checks of evidence tables.
- 2) Graphical displays: The Contractor shall prepare graphical displays of results from studies identified by EPA. The types or formats of the graphical presentation shall be discussed between the EPA TOCOR, EPA technical contacts and the Contractor. The Contractor shall provide expertise to develop or modify graphical displays as needed. The Contractor shall also conduct quality assurance (QA) checks of the data used to generate graphical displays. As necessary, the Contractor shall provide and manage experts to perform this task.
- 3) Integrated reports: The Contractor shall provide written, integrative reviews of the results of the studies using a WOE approach. The Contractor shall analyze the entire body of data taking into consideration quality, consistency, relevancy, coherence and biological plausibility. Since OPPT uses WOE determinations to support its chemical risk evaluations, the Contractor shall document the procedures or methods used to weigh the evidence and the basis for the WOE conclusion or recommendation. This is a requirement under the amended TSCA. The Contractor shall provide written outline(s) to the TOCOR for review prior to beginning the written integrated review. The Contractor shall participate in telephone meetings as needed with the TOCOR. The Contractor shall develop a draft and a final report to be reviewed and approved by the TOCOR. As appropriate, the Contractor shall also match the EPA Software (currently Microsoft Office Suite 2016, EndNote 7, HERO LitCiter, and Adobe Pro 11) for drafting and creating a corresponding 508-compliant PDF with “HERO Links” in the report.
- 4) Other support: The Contractor shall address other issues that may arise within the context of the review of human health and ecological studies supporting OPPT’s scoping documents, risk evaluations and other technical products. These issues may pertain, but not limited to, the interpretation of specific results in toxicological studies, synthesis and dose-response

analysis of toxicological data, and issues pertaining to other disciplines supporting OPPT's technical products (e.g., nanotoxicology).

The deliverable schedule will vary depending on the task(s) and chemical, and will depend on the amount and complexity of the information to be evaluated/summarized. The schedule will be clarified within a TD.

Task 6. Chemical Test Plan Reviews

The Contractor shall review test plans and test data summaries submitted by the chemical industry, using professional judgment and standard evaluation criteria provided by EPA. The test data summaries include physical and chemical properties, environmental fate, ecotoxicity, and human health information. The Contractor shall also review and provide draft comments on the test plans in EPA-supplied format.

Task 7. Other Tasks Associated with Existing Chemical Activities

As requested by the EPA TOCOR through TD, the Contractor shall assist EPA in other tasks associated with existing chemical activities, such as, but not limited to, preparation of reports and presentations on the status of Existing Chemical activities or on associated program statistics, review of data summaries and/or assessments, preparation of response to comments, development of draft responses to inquiries dealing with chemical-specific assessments, and support to EPA personnel in the use of databases/programs developed by Syracuse Research Corporation and others.

C. REPORTING REQUIREMENTS AND SCHEDULE OF BENCHMARKS & DELIVERABLES:

As described in Task 2 and in the invoice instructions, the Contractor shall provide a monthly report CO, COR and TOCOR which identifies project staff and all activities and milestones associated with the Task Order assignments planned and in progress. The monthly report in progress tasks shall be included in the monthly reports which will be referenced when the Voucher Validation review is performed monthly at the end of each billing cycle.

As per the Task Order or request for a proposal, the Contractor shall provide the Agency with a proposal within the timeframe specified for this Task Order. The EPA CO, TOCORs, or panel members will review the proposal and provide the Contractor with an approval or disapproval, and revision (if necessary) in writing. The timelines involved, will proceed as stipulated in the request for a proposal or Contract

The Contractor shall prepare a Quality Assurance Project Plan for this Task Order. EPA Requirements for Quality Assurance Project Plans (QA/R-5).

For most deliverables, the EPA TOCOR will assign tentative due dates and instructions when work is routed to the Contractor. If within three business days, the Contractor expresses no concern regarding the due date, the date shall be deemed settled by tacit agreement.

SPECIFIC SCHEDULE OF DELIVERABLES:

Task	Deliverable/Schedule
Task 1: Project Management	Schedule call within 3 working days of award
Task 2: Reporting Requirements	Submit progress report every month
Task 3: QAPP Requirements	QAPP within 15 calendar days after award of task order.
Task 4: Identification and Evaluation of Data Sources used for Scoping Documents, Risk Evaluations and other Technical Products	Reference library in EndNote and a report documenting the literature search strategy and screening approach (subtask 4.1). Delivery schedule for subtask 4.1 will be clarified in written technical direction. Deliverables for subtask 4.2 and delivery schedule will be clarified in written technical direction.
Task 5: Activities Supporting the Integration of Information	To be clarified in written technical direction
Task 6: Chemical Test Plan Reviews	To be clarified in written technical direction
Task 7: Other Tasks Associated with Existing Chemical Activities	To be clarified in written technical direction

E. DELIVERABLES

In addition to the reporting requirements specified in the contract, the Contractor shall:

- A. Report verbally to the EPA TOCOR within two working days on any problems encountered in completing any of the written technical directions under this TO.
- B. Submit to the EPA TOCOR one disk copy (or electronic copy by E-Mail) of all written deliverables using the EPA software and version indicated. The Contractor shall deliver the documents to the EPA TOCOR by the due date specified in the written technical direction.

F. ACCEPTABLE QUALITY LEVEL FOR TASKS

See Attachment: Quality Assurance Surveillance Plan

Performance Criteria Analysis – TASKS

Performance Indicator	Standard	Acceptable Quality Level (AQL)
Timely submission of report	Reports submitted within time frame pre-negotiated with Task Order COR	95%
Free of substantive technical, guideline, or format errors	Reports submitted with zero substantive errors including but not limited to discrepancies, omissions, inaccuracies, and/or inappropriate data evaluation	95%

F.1 Method of surveillance

Final deliverables prepared by the contractor undergo a secondary review process in OPPT. Each report has a designated EPA reviewer. The EPA reviewer conducts a review of the contractor's deliverable. The EPA reviewer will provide feedback to the TOCOR to send back to the contractor should revisions be needed. The TOCORs will compare agency due dates or approved revised due dates to completed date of reports, quarterly and calculate the percentage of late reports. See attached QASP.

F.2 Period of Performance

The period of performance of this task order is:

Base: 12 months from award date
Option 1: 12 months from option exercise
Option 2: 12 months from option exercise
Option 3: 12 months from option exercise
Option 4: 12 months from option exercise

G. TASK ORDER TYPE

Time and materials

H. INSPECTION AND ACCEPTANCE

H.1 Quality Assurance Project Plan

The contractor shall submit the following quality system documentation to the CO at the time frames identified below:

	Documentation	Specifications	Due
X	Quality Assurance Project Plan for the Task Order	EPA Requirements for Quality Assurance Project Plans (QA/R-5)	Within 15 days of Task Order Award

This documentation can be found on the following EPA website –
<https://www.epa.gov/quality/epa-qar-5-epa-requirements-quality-assurance-project-plans>

This documentation will be prepared in accordance with the specifications identified above or equivalent specifications defined by EPA.

The Government will review and return the quality documentation, with comments, and indicating approval or disapproval. If necessary, the contractor shall revise the documentation to address all comments and shall submit the revised documentation to the government for approval.

The contractor shall not commence work involving environmental data generation or use until the Government has approved the quality documentation.

I. TASK ORDER ADMINISTRATION DATA

I.1 Contract Administration Representatives

Contracting Officer: Genine McElroy, McElroy.Genine@epa.gov

Contract Level Contracting Officer's Representative: Bryan Lobar, Lobar.Bryan@epa.gov

Task Order Contracting Officer's Representative (TOCOR): Nikki Bass, Bass.Nikki@epa.gov

Alternate TOCOR: Iris Camacho, Camacho.Iris@epa.gov

J. INVOICING

Invoices shall be submitted in accordance with contract clause G.3 EPAAR 1552.232-70 SUBMISSION OF INVOICES. (JUN 1996) - ALTERNATE I (JUN 1996).

(End of Clause)

K. TASK ORDER CLAUSES

K.3 FAR 52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the contractor within 5 calendar days before the expiration of this contract; provided that the Government gives the contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 Months.

LOCAL CLAUSE - EPA-B-32-103A - LIMITATION OF GOVERNMENT'S OBLIGATION

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Contract line items ___1___ through ___5___ are severable and may be incrementally funded. For these items, the sum of \$460,000.00 of the total price is presently available for payment and allotted to this contract.

(b) For items identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those items for the Government's convenience, approximates the total amount currently allotted for those items to the contract. The Contractor shall not continue work on those items beyond that point. Subject to the clause entitled, "Termination for Convenience of the Government," the Government will not be obligated, under any circumstances, to reimburse the Contractor in excess of the amount payable by the Government in the event of the termination of applicable contract line items for convenience including costs, profit, and estimated termination costs for those line items.

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (h) of this clause, the Contractor will notify the Contracting Officer, in writing, at least 5 days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85% of the total amount currently allotted to the contract for performance of the applicable items. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of the applicable line items up to the next scheduled date for the allotment of funds identified in paragraph (a) of this clause, or to a substitute date as determined by the Government pursuant to paragraph (d) of this clause. If, after such notification, additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause entitled "Termination for Convenience of the Government."

(d) The parties contemplate that, subject to the availability of appropriations, the Government may allot additional funds for continued performance of the contract line items identified in paragraph (a) of this clause and will determine the estimated period of contract performance which will be covered by the funds. If additional funds are allotted, the Contracting Officer will notify the Contractor in writing. The Contractor shall not resume performance of the contract line items identified in paragraph (a) until the written notice is received. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and to the new estimated period of contract performance. The contract will be modified accordingly.

(e) The Government may, at any time prior to termination, allot additional funds for the performance of the contract line items identified in paragraph (a) of this clause.

(f) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default". The provisions of this clause are limited to the work and allotment of funds for the contract line items set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded.

(g) Nothing in this clause affects the right of the Government to otherwise terminate this contract pursuant to the contract clause entitled "Termination for Convenience of the Government".

(h) The parties contemplate that the Government may obligate funds to this contract in accordance with the following schedule:

RECAPITULATION:

	PRIOR AMOUNT	THIS MOD.	NEW AMOUNT
BASE PERIOD			
Total Maximum Amount:	\$0.00	\$0.00	\$3,934,122.91
Funded Amount:	\$0.00	\$0.00	\$ 460,000.00

(End of clause)

L-1 EPA-J-52-101 LIST OF ATTACHMENTS

ATTACHMENT 1: QUALITY ASSURANCE SURVEILLANCE PLAN

ATTACHMENT: QUALITY ASSURANCE SURVEILLANCE PLAN

PERFORMANCE REQUIREMENT	PERFORMAN CE MEASURE (PM)	PERFORMAN CE STANDARD	SURVEILLAN CE METHOD	INCENTIVES & DISINCENTI VES
<p><u>MANAGEMENT AND COMMUNICATION:</u></p> <p>The contractor shall maintain contact with the EPA CO, COR, and TOCOR throughout the performance of the contract.</p>	<p>Contractor shall immediately bring potential problems to the appropriate EPA personnel and shall recommend actions that would mitigate or resolve the problem.</p>	<p>Issues that impact project schedules and costs shall be brought to the attention of the EPA within 3-days of occurrence.</p>	<p>All active task orders will be reviewed by the EPA to identify unreported issues.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Business Relations in the Contractor Performance Assessment Reporting System (CPARS).</p>

<p><u>TIMELINESS:</u></p> <p>For every Task Order awarded establishing a firm, specific delivery date for the generation of a report, the contractor shall deliver such report to the COR, TOCOR and CO no later than the time specified in the order's PWS.</p>	<p>Deliverables and related work must comply with contractual timeliness requirements. The contractor will be evaluated on its responsiveness to all task orders.</p>	<p>95% of all deliverables and related work shall be completed on time within task schedule and/or tech. direction requirements.</p>	<p>100% inspection of all deliverables and related work by the TOCOR; TOCOR will document the timeliness of all work requirements.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Timeliness in the Contractor Performance Assessment Reporting System (CPARS).</p>
<p><u>TECHNICAL QUALITY:</u></p> <p>For every task order awarded, the analyses conducted by the contractor shall be factual, defensible, credible, and based on sound scientific methods. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with the agency requirements outlined in the task orders.</p>	<p>All deliverables and related work must be complete, accurate, thorough, and professionally credible.</p>	<p>Data are 100% accurate; review demonstrates a high level of expertise and credibility with regard to personnel and use of scientific methodology. Task Orders shall be conducted in strict conformance with approved QA plans. Outputs shall withstand internal review by the US EPA and outside scientific reviewers.</p>	<p>EPA Staff will conduct secondary reviews of work completed by the contractor. Feedback will be provided.</p>	<p>Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation in the category of Quality of Product or Service in the Contractor Performance Assessment Reporting System (CPARS).</p>